

Office of Headquarters Operations

Town Hall

February 23, 2011

Chris Jedrey
Executive Director, Office of Headquarters
Operations

Agenda

- Welcome and Opening Remarks, Chris Jedrey
- Combined Federal Campaign Status, Chris Jedrey
- “Between the Folds” Feb. 24, Judy Phillips
- Lease Renewal Status, Dave Redman
- Upcoming Exchange Council Events, Chris Jedrey
- Q & A and Closing Remarks, Chris Jedrey

Welcome and Opening Remarks

Chris Jedrey

Combined Federal Campaign

- 2010 Campaign officially ended on January 17, 2011.
- Headquarters targeted goal was \$300,000 and as of February 7th we raised \$351,968 in contributions.
- Thank you to our hard working key workers, team captains, and to Sheree-Stovall Alexander for leading and managing this Campaign. The overwhelming generosity from our NASA family reflects our commitment to the CFC.



Between the Folds

Judy Phillips

Division Director

HQ Equal Opportunity and Diversity
Management

Between the Folds

- EODM: Diversity Movie: “Between the Folds” - Tuesday, March 8th, 11:30-1:30, MIC 3.
- This documentary looks at the science and art of origami, profiling artists, mathematicians and scientists who are reinventing the ancient Japanese tradition of origami (paper folding), creating amazingly beautiful works of art and stimulating mathematical models.
- <http://www.youtube.com/watch?v=tE4IqYzS2m0>



Lease Renewal Status

Dave Redman

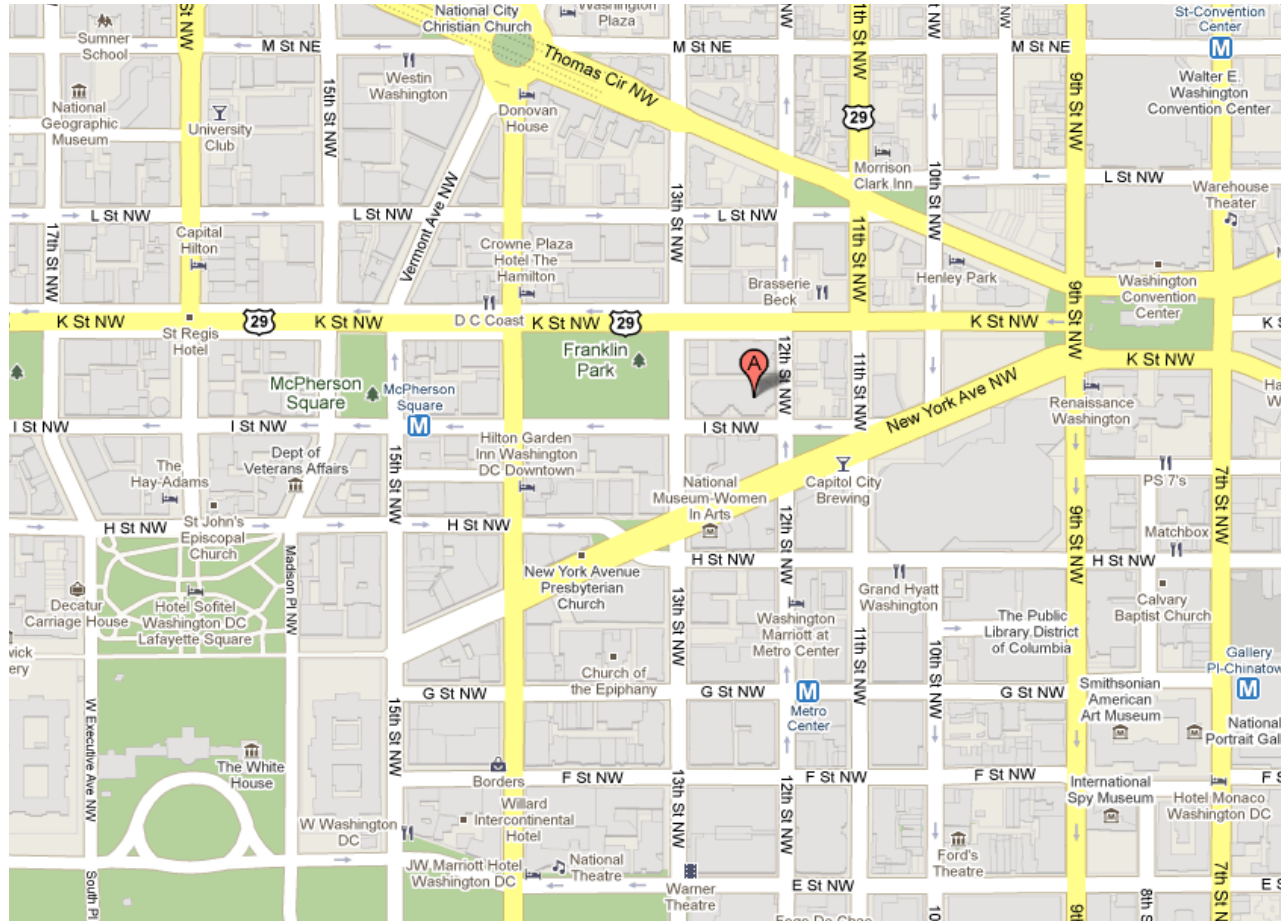
Division Director

HQ Facilities and Administrative Services

Lease Renewal

- Lease Awarded to Piedmont
- Piedmont has provided external swing space at 12th and I street
- 5th floor will be used as internal swing space and renovated first
- Building will be renovated one floor at a time

Swing Space Location



Swing Space

- Swing space located at 1201, 1225 I Street, NW
 - Occupancy on the 3rd and 4th floor of 1201 and 12th floor of 1225
- Fitness Centers both buildings
- Metro access and parking
 - McPherson Square station located 2 blocks from the building
 - Underground parking provided in the building

Swing Space

- Shuttle service will be provided between 1201/1225 and NASA HQ at 20 minute intervals
- Several quality restaurants/ retail outlets are located within a 2 block radius

External Swing Space Occupants

- Office of Strategic Infrastructure,
- Office of the Chief Health and Medical Officer,
- Office of the Chief Information Officer,
- Partial Office of Safety and Mission Assurance
- Partial Chief Engineer
- Partial Office of Communications

Building Renovation

- Work to be done at landlords expense
- Replace HVAC system with a variable air volume (VAV) system
- Replace boilers for hot water supply
- Repairs to garage floor
- Blast proof film on windows
- Renovate Restrooms
- New more efficient lighting

Restacking Plan

- Restacking of the building will take place in a 10 phase approach
- Each phase will take approximately 17.5 weeks
- Vacate the 5th floor
 - Move population equivalent to the 5th floor out of the building to the off site swing space
 - Off site swing space provided by building owner

Restacking Plan

- Renovate 5th Floor and use as internal swing space
- Move population back to original floor
- Try to move population just once
- Return swing space personnel to HQ

Space Layout

- Move all of the offices and workstations off the perimeter windows
- Remove south wall on all floors that still have one
- Remove north wall on all floors
- Perimeter of each floor is open providing a continues path around each floor
- Employ modular glass walls on office fronts

Space Layout

- GS-15 and below offices receive one row of overhead storage
 - New overhead storage units will have wood front and black metal sides
 - Receive under counter lateral files cabinets to off set loss of overhead
- Install more energy efficient and visually pleasing task and ceiling lighting













Design Advantages

- HVAC wall units will be used properly and help balance the building HVAC system
- Reduced “hot” and “cold” spots
- Improved air circulation/quality
- Increased natural lighting has been proven to increase productivity
- Reduce overall energy usage

LEED Certification

- Piedmont is required to achieve Leadership in Energy & Environmental Design (LEED) Certification
 - Construction Interiors
 - Goal is Silver
- Requires a partnership between landlord and NASA

LEED Certification

- NASA can receive LEED points toward certification through the following actions:
 - ✓ Reuse at least 30% of existing furniture
 - ✓ Provide the occupants with a connection between indoor spaces and the outdoors through the introduction of daylight and views into the regularly occupied areas of the tenant space for at least 75% of all regularly occupied areas
 - ✓ Provide a thermally comfortable environment that supports the productivity and well-being of tenant space occupants
 - ✓ Achieve increasing levels of energy conservation for HVAC beyond the prerequisite standard to reduce environmental impacts associated with excessive energy use

Communications Plan

- Town Halls for All Personnel
 - Status reports
- Targeted Town Halls for occupants of floor being renovated
 - Two weeks prior to moving to the 5th floor
 - Two weeks prior to leaving the 5th floor
- NASA Inc. Heads up notes
- Web Site:
http://fasd.hq.nasa.gov/bldg_renovate.html

Schedule

- Open house of FASD Space-Apr 2011
- Renovation external Swing Space-Jul 2011
- Move to Swing Space-Oct 2011
- Renovate 5th floor-Dec 2011
- Move 9th floor to 5th floor-Feb 2012
- Return 9th floor to 9th floor-May 2012
- Complete renovation-Apr 2015

Desired End State

- By 2015 we will have the best physical environment for our workforce.

Upcoming Exchange Council Events

- St. Patrick's Day Social – March 17
- Candy Bar Social – April 14
- Trail Mix Bonanza – May 11
- NASA Spring Golf Day – May 13

Questions / Answers

Closing Remarks